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UNIVERSITY OF NORTH DAKOTA

GRAND FORKS, ND

UNIVERSITY LETTER

UND'S FACULTY/STAFF NEWSLETTER

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University Letter is published electronically weekly on Tuesday afternoons. Submissions are due at 10 a.m. Tuesday.

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TOP STORIES

Submit changes for 2007-2009 academic catalog

It is time to update the academic catalog. Please review your department description and course information carefully and submit changes early to assure inclusion in the new catalog. Friday, Oct. 6, is the deadline to turn in requests to the University Curriculum Committee that require approval by the State Board of Higher Education or the Chancellor. These requests include: new courses with new programs, title changes, program terminations, and program suspensions. Feb. 9, 2007, is the deadline for all other curriculum changes that require University Senate approval. Feel free to contact Connie Borboa at 777-4852 with any questions. Curriculum information is available at <http://www.und.edu/dept/registrar/curriculum/curindex.htm>

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EVENTS TO NOTE

Remembrance ceremony set for Sept. 11

Student Government will mark the fifth anniversary of the Sept. 11 terrorist attacks by holding a remembrance ceremony at 11 a.m. Monday, Sept. 11, in front of the Union. Gov. John Hoeven, North Dakota National Guard State Command Sgt. Major Jack Cripe, Commander of the North Dakota Air National Guard Al Palmer, Dean of Students Lillian Elsinga, Student Body President Nathan Martindale, and Student Body Vice President Nathaniel Hilliard will be among the guests speaking at the event.

Following the ceremony Student Government and the Memorial Union will unveil a memorial to the UND student soldiers who have been called to serve in the war on terrorism.

-- Haylee Cripe, Governmental Affairs Commissioner, Student Government, stugovgovaffairs@mail.und.edu, 777-4377

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NDSU professor to present gallery talk Sept. 7

Currently in the Col. Myers Art Gallery, Hughes Fine Arts Center, are the prints and mixed media work of Kent Kapplinger, associate professor at NDSU. His 22 works will be on display through Sept. 7. Kapplinger will give a gallery talk Thursday, Sept. 7, at 2 p.m. All are welcome. -- Brian Paulsen, Art.

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Doctoral examination set for Sanjay Gurav

The final examination for Sanjay Gurav, a candidate for the Ph.D. degree with a major in Engineering, is set for noon Sept. 11, in 217 Harrington Hall. The dissertation title is "Dynamic Analysis of Bridges Under Moving Loads." Sukhvarsh Jerath (Engineering) is the committee chair. The public is invited to attend.

-- Joseph Benoit, Dean, Graduate School, joseph.benoit@und.edu, 701-777-4005

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Register now for the Alcohol and Substance Abuse Summit

You're invited to attend the 2006 North Dakota Alcohol and Substance Abuse Summit Tuesday and Wednesday, Sept. 12-13, at the Best Western Ramkota Hotel in Bismarck. A clinical supervision pre-conference workshop will be held Monday, Sept. 11. Visit www.conted.und.edu/summit for more information.

Experts from across the nation on the prevention and treatment of alcohol and other drug abuse will be featured. This year's theme is "Body, Mind and Spirit: Staying Fit in Alcohol and Substance Abuse Service Delivery."

Register before Thursday, Aug. 31, and save \$25.

Who should attend: addiction counselors, clergy, professional counselors, social workers, psychologists/psychiatrists, addiction nurses, prevention coordinators, educators, social service professionals, juvenile justice workers, safe/drug free school coordinators, healthcare providers.

The summit is presented by the North Dakota Division of Mental Health and Substance Abuse Services, and coordinated by the UND Office of Conference Services.

Blocks of rooms have been reserved for Alcohol Summit participants at the Ramkota Hotel. Please make your own lodging reservations by calling the Best Western Ramkota Hotel at 701-258-7700.

Registration is available online at www.conted.und.edu/summit. You may also print out the registration form for the summit web site and mail or fax it to UND Office of Conference Services. If you would like to be added to our mailing list, please e-mail us at conferences@mail.und.nodak.edu (Subject line: Alcohol Summit Mailing List). Registrations postmarked before or on Aug. 31 will save \$25. Continuing education credit applications will be submitted for LACs, LPCs/LPCCs, social workers, nurses and psychologists. General CEUs through UND Continuing Education will also be available. You must sign up onsite to receive your hours.

If you have questions, contact the UND Office of Conference Services at 866-579-2663 (toll free) or 701-777-2663 or e-mail conferences@mail.und.nodak.edu.

-- Robyn von Ruden, Conference Coordinator, UND Division of Continuing Education Office of Conference Services, robynvonruden@mail.und.nodak.edu, 701-777-4274

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Box lunch session will focus on helping students take better notes

"Note Taking: Can We Help Students Do It More Effectively?" is the topic of the next On Teaching Box Lunch Discussion, scheduled for noon to 1 p.m. Wednesday, Sept. 13, in the Memorial Room, Memorial Union.

The session will raise questions about the purpose of note-taking, whether to provide students with lecture notes, and how to help them take better notes -- possibly using web technology. A handout on "Teaching Students to Take Better Notes" will be provided.

To register and reserve a free box lunch, call Jana Hollands at 777-4998 by noon Monday, Sept. 11.

-- Libby Rankin, Director, Office of Instructional Development, libby_rankin@und.nodak.edu, 777-4233

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ANNOUNCEMENTS

Memory research study seeks volunteers

The psychology department is currently recruiting volunteers to participate in a study testing memory. Volunteers must be 30 years of age or older. All volunteers will be paid \$10 cash for a one-hour commitment. If you are interested, please contact Lisa at (701) 610-6429. Please leave a voice mail with your name and phone number if there is no answer, and state that the message is for the memory study. A researcher will contact you to set up an appointment. Lead researchers for this study are Ric Ferraro and Lisa Bemus.

-- Lisa Bemus, Graduate Teaching Assistant, Psychology, lisa.bemus@und.edu, 701-610-6429

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NSF sets deadline for major research instrumentation program proposals

The NSF has set the deadline for 2007 major research instrumentation proposals. Although the new solicitation will not be available until approximately October, changes to it will be minor. Therefore, in order to allow more time for proposal preparation, we have set an internal preproposal deadline of Sept. 29.

The MRI program assists in the acquisition or development of major research instrumentation that is, in general, too costly for support through other NSF programs. Proposals may be for a single instrument, a large system of instruments, or multiple instruments that share a common or specific research focus. Computer systems, clusters of advanced workstations, networks, and other information infrastructure components necessary for research are encouraged. Awards for instrumentation will range from \$100,000 to \$2 million. Lesser amounts will be considered in proposals from the mathematical sciences or from the social, behavioral and economic science community.

An institution may submit up to three proposals to the MRI program. Up to two proposals may be for instrument acquisition. If an institution submits three proposals, at least one of the three proposals must be for instrument development. However, two or all three proposals may be for instrument development. An institution may also be included as a member of a legally established consortium submitting a separate proposal, clearly labeled as such in the proposal's title.

As a result of the limited number of proposals that can be submitted, UND will conduct an internal review of preproposals. Preproposals should consist of the following sections:

- Cover page listing the project name, collaborators, contact person, total budget amount
- Instrument(s) to be purchased or developed and its(their) function(s)
- Impact on the research program of the collaborators, department(s), and college(s)
- Impact on the university's mission as a whole
- Detailed budget

Preproposals should be no more than five pages in length using a reasonable format (one inch margins, font size 11, single-spaced). Preproposals are due in Research Development and Compliance (RD&C) by 4:30 p.m. Friday, Sept. 29. Criteria used for reviewing preproposals will include appropriateness to the goal of the program; probability for funding by NSF; reasonableness of budgetary requests; and impact of the request on the University and the academic units involved. Investigators will be notified of the review results as soon as possible in order to provide as much time as possible to prepare a final proposal for submission.

Contact RD&C, 777-4278 or shirleygriffin@mail.und.nodak.edu for the complete NSF MRI announcement, or download it at: http://www.nsf.gov/publications/pub_summ.jsp?ods_key=nsf05515.

-- Barry I. Milavetz, Associate Vice President for Research, Research Development and Compliance,
barrymilavetz@mail.und.nodak.edu, 701/777-4278

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Note information for using human subjects in research

All persons affiliated with the University who wish to conduct research involving human subjects on or off campus must first receive approval from the UND Institutional Review Board (IRB). Such research includes, for example, the use of educational tests, the administration of surveys and interviews; the observation of public behavior; the study of existing identifiable data, records or specimens; oral history research; as well as clinical studies involving drugs, medical devices, collection of blood samples, etc. The establishment of the IRB at institutions like UND is mandated by the federal government in order to protect human subjects.

Conducting human subjects research without IRB approval is unethical and contrary to the stated policies of UND and the Board of Higher Education. Failure to comply with IRB policies and procedures may result in project termination, interruption of research support, and, in some cases, a report to the federal agency funding the non-compliant research project. Therefore, we encourage you to protect yourselves by submitting your project to the IRB for review before the research begins. The IRB manual is no longer in effect. The board has approved new standard operating procedures which contain updated information about every aspect of the IRB. Information about IRB policies and procedures can be found on the IRB's home page at <http://www.und.nodak.edu/dept/rdc/regucomm/IRB/index.html>.

The review process is initiated by submitting a research protocol to the IRB. Forms can be found on the IRB's web site. The IRB forms are updated periodically in order to reflect changes in UND and federal policies, and only the current updated applications will be accepted. Therefore, it is important that a new IRB form be downloaded from the web site for each new proposal. If an outdated form is submitted, it will be sent back to the PI without being reviewed. Forms are also available by contacting the IRB secretary at the Research

Development and Compliance (RD&C) office in 105 Twamley Hall.

There are three categories used in the review of research protocols. Most proposals fall in the "Exempt" or "Expedited" categories and can, as a result, be reviewed by one member of the Board. Approximately 14 days are required for the review of projects that fall in these categories. Reviewers may request additional information or refer the protocol to the full board. In either case, the review may take longer. There are four exempt certification forms that may be used if the proposed research qualifies for exempt review under one of the categories listed on the forms. For all other research projects, the human subjects review form must be used.

"Full Board" review is required for projects with physical risks or potential for injury or harm to the subject's dignity or well being. The Full Board meets on a monthly basis. If full board review is required and the project involves human subjects who are patients undergoing medical treatment as part of the research project, or involves imposing physical stress or intrusive medical procedures, the clinical medical subcommittee must also review the protocol and provide a recommendation to the IRB. This typically adds one additional week to the review process. A schedule of IRB meetings and deadline dates for the coming months follows.

The UND IRB requires all principal investigators and key personnel to complete human subject education before starting their research. Key personnel are defined as persons who will have contact with human subjects or who will have access to identifiable data. The UND IRB has two options for fulfilling the educational requirement. The first option is an internet-based set of modules sponsored by the Collaborative IRB Training Initiative (CITI) and the University of Miami. The CITI course consists of a group of modules encompassing the history of the IRB system, the regulations governing human subjects research, and topics specific to areas of particular importance, controversy or complexity. The researcher should choose the track that best fits his or her type of research, either biomedical research or social/behavioral research, and complete the basic course under that track. Registration for the course is accessible at <http://www.citiprogram.org>. The modules will need to be completed within 30 days of registering for the course. Specific UND requirements are listed on the UND institutional page available on the course site. The other educational option would be to attend an IRB basics workshop. Please contact the IRB coordinator if you would like more information.

The IRB has determined that PI's and key personnel must complete IRB education at least once every three years. Either of the options listed above can be completed to fulfill this requirement, or researchers seeking recertification may take the refresher course on the CITI site. Registration for the refresher course is accessible at <http://www.citiprogram.org>.

The IRB coordinator and IRB members are available to make presentations to faculty/students/staff regarding IRB policies, procedures, etc. Also, the RD&C has several videos and books that may be checked out by faculty members. If you are interested in either of these options, please contact Jodi Everett, IRB administrative secretary, at 777-4279.

UND INSTITUTIONAL REVIEW BOARD MEETING AND DEADLINE DATES:
SEPTEMBER 2006 - MAY 2007

Meetings at 3 p.m. / Proposals requiring full board review deadline / Clinical proposals that require subcommittee and full board review deadline

Fri., Sept. 8, 2006 / Tues., Aug. 29, 2006 / Tues. Aug. 22, 2006

Fr., Oct. 6, 2006 / Tues., Sept. 26, 2006 / Tues., Sept. 19, 2006

Fri., Nov. 3, 2006 / Tues., Oct. 24, 2006 / Tues., Oct. 17, 2006

Fri., Dec. 1, 2006 / Tues., Nov. 21, 2006 / Tues., Nov. 14, 2006
Fri., Jan. 5, 2007 / Tues., Dec. 26, 2006 / Tues., Dec. 19, 2006
Fri., Feb. 2, 2006 / Tues., Jan. 23, 2007 / Tues., Jan. 16, 2007
Fri., March 2, 2007 / Tues., Feb. 20, 2007 / Tues., Feb. 13, 2007
Fri., Apr. 6, 2007 / Tues., March 27, 2007 / Tues., March 20, 2007
Fri., May 4, 2007 / Tues., Apr. 24, 2007 / Tues., Apr. 17, 2007

NOTE: All meetings will be held at 3 p.m. in 305 Twamley Hall. Changes in location, date, or time will be announced in the University Letter prior to the meeting.

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Study Abroad available for non-UND sponsored programs

Study Abroad for UND students is coordinated through the Office of International Programs. The procedure outlined (see the web address below) details the process for students to follow when they choose to study on a non-UND program, i.e. a study abroad program that is not affiliated with UND through UND partner universities abroad or affiliated program providers. Please see this procedure at <http://www.und.edu/dept/oip/documents/NonUNDprograms.pdf>.
-- Ray Lagasse, Director of International Programs, International Programs, raymondlagasse@mail.und.edu, 777-2938

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Students can design brochures, posters, web sites, and more

Do you need a brochure, poster, or other print document designed but don't have the time or ability to do it yourself? Maybe you want photographs taken, a web site developed or improved, or Power Point slides created. If so, you might consider hiring students affiliated with UND's Graphics and Photography Society (GaPS).

GaPS is a student organization established in 2003. The purposes are to provide students with opportunities for professional growth, to develop technical skills, and to encourage visual communication. One way we accomplish this is by creating designs and photographs (both print and electronic) for clients. All services are faculty supervised.

For more information, please contact me.
-- Lynda Kenney, Assistant Professor, Technology, lynda.kenney@und.edu, 777-2197

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Twamley Snack Bar menu for Sept. 6-12

* Sept 6: Hot Turkey Sandwich, Mashed Potatoes, Vegetable, Gravy; Grilled Cheese Sandwich with Soup; Sloppy Joe with chips. Soup is Chili and Chicken Tortilla.
* Sept 7: Beef, Chicken or Bean Taco Salad with Spanish Rice, Shell or Chips; Taco Burgers; Soup is Dutch Potato.
* Sept 8: Chicken Cordon Blue Sandwich, Calico Beans and Fruit Cup; Grilled Patty Melt with Soup; Sloppy Joe with Chips. Soup is Italian Garden Vegetable and Chili.
* Sept 11: BLT Wrap, Minestrone Salad and Chips; Grilled Turkey Club with Soup; Sloppy Joe with Chips. Soup is Harvest Vegetable and Chicken Tortilla.
* Sept. 12: Cajun Chicken Alfred, Green Beans and Garlic Bread; Grilled Reuben Sandwich with Soup; Sloppy Joe with Chips. Soup is Potato Cheddar Chowder and Turkey Dumpling.
-- Tammy Kaiser, Supervisor, Food Service, tammykaiser@mail.nodak.edu, 777-3934

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North Dakota Museum of Art cafe specials

Greek and Middle Eastern Week:

- * Sept. 5 – Entrée: Falafel; Soup: Mushroom a la Grecque.
- * Sept. 6 – Entrée: Moroccan Chicken; Soup: Augolomono.
- * Sept. 7 – Entrée: Lamb Kebobs; Soup: Moroccan Lamb Stew.
- * Sept. 8 – Entrée: Fattoush; Soup: Cretan Vegetable Stew.

The Museum Café and Coffee Shop, located in the lower level of the Museum, serves a full luncheon menu from 11 a.m. to 2 p.m. Coffee is available from 10 a.m. to 4 p.m., Monday through Friday.

Take-out is available, and UND billing is accepted; conference room is available for luncheons. We also cater weekend and evening events, 777-4195. Visit the Museum Cafe online at <http://www.ndmoa.com/cafe.html>

-- Connie Hulst, Office Manager, North Dakota Museum of Art, chulst@ndmoa.com, 777-4195

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Male participants needed for research

The Psychology Department is seeking Native American males over the age of 21 to participate in a study regarding the effect of alcohol consumption on gambling behavior. Participants must show proof of age and be able to spend three to five hours to complete the session. They will be paid for their participation. If interested, contact Melissa Whitton at 777-3326 or melissa.whitton@und.nodak.edu.

-- Melissa Whitton, Graduate Student, Psychology, melissa.whitton@und.nodak.edu, 777-3326

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Children sought for psychology study

We are seeking children ages 7-14 to participate in a psychology study. Children are needed with a diagnosis of ADHD, reading disorder, Asperger's, or no psychological diagnosis. Your child will be paid \$25. If interested or have additional questions, please contact Tom Petros at 777-3260. – Tom Petros, professor of psychology.

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Adult volunteers sought for pesticide study

Adult volunteers are sought for a study on "Occupation Type, Pesticide Exposure, and Neuropsychological Function: The Case for Agricultural Workers," by Ric Ferraro, psychology.

Purpose: To examine if some occupations (farmers vs. non-farmers) are more risky than others and how pesticide exposure possibly contributes to this increased risk. Farm-related occupations are commonly exposed to various pesticides, yet little is known how this exposure impacts neuropsychological (i.e., thinking, problem-solving, decision-making, memory) performance. This performance may be worse in those who are at a higher risk for pesticide exposure. Also, the aging process may increase as a result of this exposure risk. Thus, participants across a wide age range (35 to 74 years of age) will be tested.

Participants: Farmers will be defined as those with a documented history of an occupation that involves chronic pesticide exposure (e.g., farmer, farm worker, agricultural/livestock/grain farmer, aerial pesticide applicator). Members of this group will also have performed farm or farm-related work for one week in the previous month. Chronic pesticide exposure will be defined as three consecutive workdays and exposure cannot be the result of accidents, safety violations, or weather. A total of 25 to 30 farmers is needed for this initial study and all must be between the ages of 35 to 74, have normal or corrected-to-normal vision and must also be able to transport themselves to the psychology building, Corwin-Larimore Hall. Each participant will receive \$50 for their time and effort and the entire experiment will last approximately one hour. Each participant will receive a random

subject number and all analyses will be at a group level rather than at the individual level as a way to increase confidentiality.

Testing: Participants will read and sign a consent form, followed by a series of paper and pencil tests of neuropsychological functioning (background questionnaire, mood scale, anxiety scale, vocabulary test, mini-mental status examination, digit symbol, Boston naming test, and immediate/delayed logical memory). Participants will also fill out a pesticide exposure questionnaire and will be required to supply a urine sample. With the assistance of the Centers for Disease Control (CDC), Atlanta, Ga., the urine sample will be analyzed for metabolites of herbicides (including 2, 4 D), organophosphorus pesticides (including chlorpyrifos), and the pyrethroid insecticides, and will also pick up the most commonly used agricultural pesticides.

Importance: The paper and pencil data will be correlated with the pesticide exposure and urine data to see if, as mentioned earlier, occupations that result in pesticide exposure are related to worse neuropsychological test performance and if this exposure results in what could be termed premature aging. The farm and non-farm groups will be compared using statistical analysis.

To volunteer, contact me. – Ric Ferraro, psychology, (701) 777-2414; f_ferraro@und.edu.

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Volunteers sought for breast health study

We are recruiting women who are interested in participating in a study to develop methods to detect breast cancer early.

The purpose of the study is to identify normal and tumor specific proteins of breast fluid obtained from nipple aspiration that may be useful in the future to detect early breast cancer. The study is recruiting women, 35 years or older, who have no known breast disease. The study is also recruiting women, 35 years or older who have been diagnosed with breast cancer or a lump that may be breast cancer, or had mammography that is suggestive of breast cancer.

Women must be able to read and understand English, not have been pregnant for at least two years, not planning a pregnancy, and who have not breastfed for two years. To participate, either with or without a breast cancer diagnosis, women must be otherwise healthy. The study requires one to two clinic visits in Grand Forks. Parking or taxi/bus voucher provided. On completion of the study, a \$50 payment will be mailed.

Further information can be obtained by calling the nurse investigators at the UND College of Nursing: Chandice Covington at 777-4553 or Sun-Mi Chae at 777-4323. – Nursing.

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Child volunteers sought for attention, problem-solving study

We are recruiting children between 7 and 14 years of age to participate in a study of the effect of time of day on tests of planning, problem solving, sustained attention, and reading comprehension. The study takes between three and 3 1/2 hours to complete, and will occur 9 a.m. to noon or 3 to 6 p.m. on weekends, after school, or on school holidays at the University. Your child will be asked to complete several measures of memory, reading, and problem solving. You, the parent, will be asked to complete an interview regarding your child's current behavior, and several short questionnaires about your child's typical behavior and sleeping patterns. Your child will be paid \$25 for participation in the study.

The scores from your child's testing will be completely confidential and will not be associated with his or her name. We are interested in comparing group differences tested at various times of day. Children should not

have a psychological diagnosis or a diagnosis of ADHD and/or a reading disorder. We are also looking for children who have been diagnosed with Asperger's Syndrome. Children who participate must not be taking any medication at the time of testing. If you are and your child are interested in scheduling a time to participate or in finding out more about the study, please call me at 777-3260. – Tom Petros, professor of psychology.

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Internal job openings listed

The following position vacancies are available only to regular UND staff employees who have successfully completed their six-month probation period, earn annual and sick leave, receive BC/BS health insurance and TIAA-CREF or ND PERS retirement benefits.

Current UND Faculty, please contact Human Resources for eligibility.

TO APPLY: Please complete UND Application/Control Cardform. Send letter of application and resume, referencing position name and number, to: Human Resources, University of North Dakota, Twamley Hall, Room 313, 264 Centennial Drive Stop 8010, Grand Forks, ND 58202-8010. Applications MUST be received by the deadline date.

EXECUTIVE/PROFESSIONAL/ADMINISTRATIVE/COACHES:

POSITION: Coordinator of Special Projects/Assistant to the Vice President, Vice President of Finance and Operations, #07-073

DEADLINE: (I) 9/11/2006

SALARY: \$35,000 - \$45,000

POSITION: Director, Teaching and Learning Doctoral Program, Teaching and Learning, #07-070

DEADLINE: (I) 09/08/2006

SALARY: \$23,000 - \$25,000

POSITION: Chief Flight Instructor (variable schedule), Aerospace Sciences, #07-066

DEADLINE: (I) 9/08/2006

SALARY: \$40,000 - \$50,000

POSITION: High Performance Computing Specialist (50% time) ITSS, #07-064

DEADLINE: (I) 9/05/2006

SALARY: \$24.04 - \$28.85

POSITION: Head of Reference and Research Services, #07-039

DEADLINE: 9/15/06 Current UND employee (Internal) applicants will be considered with the External applicants.

SALARY: \$55,000 - \$57,000

POSITION: Associate Vice President for Outreach Services and Dean of Outreach Programs, #06-114

DEADLINE: (I) Current UND employee (Internal) applicants will be considered with the External applicants.

Review of candidates will begin December 1, 2005 and will continue until the position is filled.

SALARY: Commensurate with experience

TECHNICAL/PARAPROFESSIONAL: No current openings.

OFFICE SUPPORT:

POSITION: Administrative Assistant/Logistics Coordinator, Northern Great Plains Center for People and the Environment, #07-069
DEADLINE: (I) 9/06/2006
SALARY: \$30,000 - \$38,000

CRAFTS/TRADES/SERVICE:

POSITION: Heating Plant Operator (Shift work), Facilities #07-071
DEADLINE: 9/11/06
SALARY: \$24,000 - \$27,000

POSITION: Building Services Technician (Custodial, Sun -Fri 11 p.m. - 7 a.m.) Facilities, #07-068
DEADLINE: (I) 9/07/2006
SALARY: \$16,640 - \$20,000

POSITION: Assistant Cook (variable schedule), #07-067
DEADLINE: (I) 09/07/2006
SALARY: \$8.56 - \$10.00

POSITION: Building Services Technician (Custodial, M-F 7:30 a.m. - 4 p.m.) Facilities, #07-065
DEADLINE: (I) 9/05/2006
SALARY: \$16,037 - \$20,000

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